

COURSE SYLLABUS
TRADE & INDUSTRIAL EDUCATION
2016-2017

Instructor: Alison Joye

Course: Cosmetology 3

Course Description:

The Occupational Education Cosmetology Program is designed to prepare students to qualify for licensing examinations. Cosmetology students receive training in the care and beautification of hair, skin, and nails. The course of study includes scalp treatment, hair shaping, hair styling, setting, waving, tinting and coloring, shampooing and rinsing. Care of skin and nails includes manicuring and pedicuring, massaging, facials, applying makeup, and hair removal. Also included in the course of study is salon planning and management. This is an elective program and students will receive 4 units of credit for all three years.

Instructional Philosophy:

The information the students receive in this program is to help prepare them to go into the cosmetology field. In the cosmetology field you have to be able to deal with all types of people (age, personalities, beliefs, and gender). In order to help students get used to working with the public our program offers a client day to the public. This gives students practice not only with hair care but gives them practice in communicating with different types of people. Students in this class will also have to do independent thinking in order to solve different problems that may occur in the salon such as Corrective coloring needing to know how to come up with the e correct color formula to use on that particular hair color, texture, and strength to achieve the client's desired results.

Course Goals:

Students will be given the following information through lecture, demonstration, and hands on participation. The instructor will give all the materials to prepare the students for the written and practical assignments. Students are given ample time and practice before getting graded on their assignments. Assessments are given through written tests and hands on practice. Hands on assignments, students are given two practices with instructional help; third one is done independently for a grade. Rubrics are given to students listing everything that they will be graded on. Written tests are given upon completion of each chapter. Chapter test review sheets are given with all questions and answers are on it to prepare students for their upcoming test. Assignments also include reading, writing, math that pertain to the cosmetology profession.

Course Competencies:

Orientation

8/16

- Complete personal information sheet
- Review class rules
- Review school handbook

Performing Work Safety Practices

8/16

61500100-6150010

- Demonstrate the ability to work safely.
- Demonstrate the ability to keep a clean, orderly, safe work area.

- Operate a fire extinguisher.
- Qualify in first aid procedures.
- Demonstrate the safe use of hand and power equipment.
- Complete safety test.

Hair Removal

08/17

61500319-61500323

- Describe the elements of a client contraindicate for hair removal
 - Name the conditions that contraindicate hair removal in the salon
 - Identify and describe three methods of permanent hair removal
- Demonstrate the techniques involved in temporary hair color

Facials

08/18 9/1

61500313-61500317

- List and describe various skin types and conditions
- Understand contraindications and the use of health screening forms to safely perform facial treatments
- Identify the various types of massage movements and their physiological effects
- Be able to describe different types of products used in facial treatments
- Understand the basic types of electrical equipment used in facial treatments
- Demonstrate the procedure for a basic facial
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Makeup

09/02 09/12

61500319-61500323

- Describe the various types of cosmetics and their uses
- Demonstrate an understanding of cosmetics color theory
- Demonstrate a basic makeup procedures

Nails, Tips, Gels, and Wraps

09/15 10/10

6150037, 61500309

- Identify the supplies needed for nail tips and explain why they are needed.
- Identify the three types of nail tips.
- Demonstrate the proper procedure and precautions to use in applying nail tips.
- Demonstrate the proper removal of tips.
- List four kinds of nail wraps and what they are used for.
- Explain benefits of using silk, linen, fiberglass, and paper wraps.
- Demonstrate the proper procedure and precautions used in fabric wrap application.
- Describe the maintenance of fabric wrap. Include a description of the 2-week and 4-week rebalance.
- Demonstrate the proper procedure and precautions for fabric wrap removal.
- Define no-light gels
- Demonstrate the proper procedures for applying no-light gels

Hair Coloring

10/13 11/21

61500264-61500276

- Identify the principles of color theory and relate them to hair color
- Explain level and tone and their role in formulating hair color
- List the four basic categories of hair color, explain their chemicals effects on the hair, and give examples of their use

- Demonstrate application techniques for temporary colors, semi-permanent colors, permanent colors, demi-permanent colors, and lighteners.
- Demonstrate special-effects hair coloring techniques

Wigs and Hair Enhancements
61500254-61500255

12/01 12/12

- Style a wiglet.
- Style a wig.
- Study for mid-term exam

State Board Practical Prep

01/05 02/05

UV Gels
61500307, 61500309

02 /06 02/20

- Identify the supplies needed for UV gel application.
- Demonstrate the proper procedure for maintaining UV gel services using forms over tips and on natural nails

Salon Planning and Development
61500403-61500408

02/23 03/13

- Design a salon.
- Order supplies and retail merchandise.
- Order salon equipment and furniture.
- Establish salon financial and client records.
- Establish client appointment schedule.
- Establish employee work schedule and payroll.

Demonstrating Cosmetics and Skills for Salon Management
61500401, 61500402

03/16 03/27

Site Planning

- Distinguish between lease and rent.
- Plan a salon site.

Acrylic Nails
61500307-61500309

04/06 04/17

- List the supplies needed for acrylic (methacrylate) nail enhancement application.
- Demonstrate the proper procedure for applying acrylic nail enhancements using forms over tips, and on natural nails.
- Implement the proper procedure for removing acrylic nail enhancements.
- Explain how the application of odorless acrylic product differs from the application of traditional acrylic products.

On the Job

04/20 04/30

- Describe the qualities that help a new employee succeed in a service profession
- List the habits of a good salon team player.
- Explain the function of the job description.
- Describe three different ways in which salon professionals are compensated.
- Create a personal budget.

- List the principles of selling products and services in the salon.
- List the most effective ways to build a client base.

State Board Written Practice Tests

03/21 04/04

- Practice test will be given every day until all tests are past with an 80 or better %.

Turn in Textbooks and Supplies

05/26

Materials Required

- Cosmetology kits and Salon Fundamentals Textbook
(Cosmetology kits are included in student fees)

Students need to bring

- Pens (black or blue)
- Highlighters

Uniforms:

Students must bring or wear closed toed shoes everyday (Lab coats and name tags which is provided by the school.) If students do not have all their material for class they must clock out and sit up front on Mrs. Harrell's bench.

Evaluations

- | | |
|-------------------------------------|-----|
| ▪ Tests & Projects | 60% |
| ▪ Practical | 10% |
| ▪ Homework, Class work, and Quizzes | 10% |
| ▪ Employability | 20% |

Grading Scale

- A= 90-100
- B= 80-89
- C= 70-79
- D= 60-69
- F= 59 and below

Make up Work Policy:

Students know when they miss a day; it is the responsibility of the student to get their makeup work and tests not the instructors. Makeup work is placed in a folder at the end of instructor's desk students need to pick up their own work to makeup. Students have **THREE DAYS** to turn in missed work and makeup a test or it will be a **ZERO**.

Cell Phone Policy: Students will be required to place cell phones in a 5x7 padded envelop at the beginning of class. All phones will be locked up and returned to the students after they have finished their assigned cleaning. Failure to turn in cell phones could result in instructor taking the phone.

Make Up Hours: 7:45 in the am as juniors and Mon.-Thurs. 12:00 until 3:30 Fri. until 3:00 in the afternoons as seniors

Career Readiness:

The students start preparing for both State Board written and practical exam their first year in this program. Students review previous chapter tests that have already been given throughout the year; along with some of the requirements from the practical.

Cosmetology Hours:

ACTC Cosmetology Hours - Breakdown by Year	
10th grade	313-391 hours depending on the school you attend. All 10th graders much ride the bus to and from ACTC unless you are dropped off by a parent.
11th grade	450 hours if you arrive at 7:45 AM 427.5 hours if you arrive at 8:00 AM
12th grade	829.5 hours if you arrive at 12:00 PM and stay until 3:30 PM M-Th and 3:00 PM on Friday.
Extra Hours Available - Senior Year	
8	2 field trips
8	2 State Board Exam Practices
13	State Board Exam in Colombia
3	Senior Showcase
3	ACTC Graduation
18.5	Staying until 4:00 PM on Tuesdays
53.5	Total Hours Available
Total Hours Available for Senior year is 883 hours	

Total Hours Available for Entire Program is 1,646

Breakdown of total hours are as follows:

10th grade average	352
11th grade	411
12 grade	883
Total	1646

***All hours are subject to change. Lost hours could be because of - sports, bus, pep rallies, high school events and programs, an afterschool job, etc. Every minute counts!